

# **An Executive Summary of the Minutes of the Textron Chamber of Commerce Academy Charter School Board of Directors Meeting of January 14, 2009.**

## **Opening Remarks**

**Board Chair Mr. Vincent F. Saele opened the meeting with Board member self introductions. Mr. Saele also introduced the Committee Chairs to report on the outcome of their Committee meetings and elaborated to the Board the importance of attending the Board and Committee Meetings and conveying that it is not an option to attend; it is a responsibility of the members.**

## **Student Attendance Presentation**

**Michael Shepard, dean of students for grades 10 & 12 and attendance officer, presented the Board with the percentage of TCCA students in attendance on average by month in comparison to all other high schools in the Providence School District. This comparison showed TCCA ranking either second or third out of fourteen high schools each month September through December. TCCA's average attendance for the entire period, 94 percent, far surpasses the district average for high schools, at 86 percent.**

## **Finance Committee Report**

**Randy Dittmar, the school's accountant, reviewed the Balance Sheet for October 2008 – December 2008 and pointed out that TCCA's cash position is solid, with payments from the state regularly coming well in advance of the school's need to make its quarterly payments to Providence Public School District. The school has been investing this money in short-term CDs and higher yield savings accounts, resulting in a much better return than previously had been the case.**

**In reviewing the Profit & Loss Report, Budget vs. Actual, Mr. Dittmar pointed out that on the income side our foundation support and other unrestricted public support is well below the ±\$54,000 projected by December 31. As a result, the school is currently running at a deficit of just under \$43,000.**

### **Curriculum Committee Report**

**Curriculum Committee Chair Peter Mezei began by acknowledging the state's educational requirements but suggested that to him there appears to be an academic focus that fails to fully recognize workplace skills as compared to being prepared for college. The Committee would like to see the mandated curriculum, that dictated by the state's standards and testing, augmented immediately and long-term, with curriculum addressing personal finance, civics, geography, and current events. The committee is also interested in examining instructional practices such as project based learning and**

**competency-based grading, and investigating with the state the possibility for a foreign language exemption.**

**(over)**

**Board of Trustees Highlights and Summary**

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### **Development Committee Report**

**Dr. DeSalvatore informed the Board that the school is preparing new foundation funding proposals, has recently, with assistance from former Board Chair Kathryn Shanley, printed its very first development newsletter, TCCA Direct, launched its first annual appeal, and is preparing for another spring appeal to Board members.**

### **Head of School Report**

**Dr. DeSalvatore also shared with the Board information on the school's very first Alumni Association event, a reception held at the Downtown Marriott Hotel on December 29. Approximately 100 graduates attended (out of about 600 graduates of the school since 1995). This event was the first step in building a vibrant alumni**

**association that can support the school financially and otherwise in the years ahead.**

**Dr. DeSalvatore reported that he has begun preparing a preliminary budget for FY2010 in anticipation of a need for the Finance Committee to engage in budgeting earlier than usual due to the challenges and difficult decisions that will need to be made.**

### **Action Report**

**The Chair called the Board's attention to the biography of prospective Business Board member Paul Racicot and asked for a motion to invite Mr. Racicot to serve on the Board.**

**ADOPTED: A motion to accept the nomination of Paul Racicot as the new Member of the Board; moved by Frederick Butler, seconded by Rob Leylegian, approved unanimously by voice vote.**

**ADOPTED: Motion to create an ad hoc strategic planning task force comprised of members of the executive committee and others as the chair(s) may appoint and to direct the task force to meet prior to the March 2009 Board meeting for the purpose of planning initial steps in the strategic planning process; moved by Kathleen Taddei seconded by Rob Leylegian, approved unanimously by voice vote.**

**ADOPTED: Motion to appoint Board Vice Chair and Head of School to serve as co-chairs of the strategic planning task force; moved by Rob Leylegian and seconded by Mike Jarrett, approved unanimously by**

**voice vote.**

## **Report of the Chair**

**The Chair conveyed that he was disappointed in the lack of attendance at the Committee meetings and is expecting the Committee members to record the meeting dates in advance on their calendars and to make every effort to attend future meetings.**

## **New Business**

**The formation of a Strategic Planning Committee Co-Chaired by Lawrence DeSalvatore and Peter Phillips will meet at a future date and once the new Development committee has been formed, the Chair will notify the Board of the date for that committee's first meeting.**

**The Textron Chamber of Commerce Academy Charter School welcomes comments and letters regarding its activities. You may contact Head of School, Dr. Larry DeSalvatore at 401-456-1738 x6 or email [ldesalvatore@chamberschool.com](mailto:ldesalvatore@chamberschool.com). TCCA is a 501c3 institution and welcomes gifts which will directly benefit our students through academic and non-academic initiatives.**